

Task Order: COL-02

Dated: 6/21/23

Professional Services Agreement, dated June 15, 2022
California Rural Water Association (CRWA) and
Lake County Watershed Protection District (Client)

The above referenced Professional Services Agreement between California Rural Water Association and Lake County Watershed Protection District, dated June 15, 2022, is hereby modified as follows:

Background:

The Lake County Watershed Protection District has received a 319 grant to develop a watershed-based, nonpoint sources storm water management plan (SWMP) to guide future implementation efforts to improve storm water quality. The project will include continual engagement with the community, interested and invested agency departments, tribes, and researchers to inform the best strategies and locations for implementing storm water quality improvement projects in rural areas throughout the County.

The plan will focus on identification and prioritization of structure and source control measures for storm water management improvement, within the entire County, which is identified as DAC and SDAC, according to the CADWR Disadvantaged community mapping tool. The development process will identify sites for nonpoint storm water improvements including locations for storm water retention, retainment, erosion prevention and slope stabilization, storm water reuse, and groundwater recharge using storm water, treatment, and storm water reduction. Source control development measures include any current programs (i.e. outreach, education, permitting) that can be improved for storm water quality improvement, that pertain to the prevention of storm water and initial runoff contamination. The SWMP will be complimentary and support an existing plan for the MS4 Urban Storm Water Management Plan and the National Water Quality Initiative Source Water Protection Plan for agriculture, forest, and small farms stormwater improvement that is currently in development. The project prioritization will include considerations and actions outlined in other existing plans such as the Clear Lake Integrated Watershed Management Plan (2010) and the Big Valley Sustainable Groundwater Management Plan (2021).

The plan will be completed at a programmatic level by establishing priorities and a methodology of further refining specific projects in subsequent phases. A limited number of initial projects will be defined, based on budget available in an effort to demonstrate applicable BMPs that can be expanded upon in the future. It will be based on pre-existing hydrology data and will emphasize water quality related issues as opposed to mitigation measures related to flooding and peak stormwater events and related capacity of existing conveyance systems.

Item A – Scope of Work:

Task 1 – Project Management and Coordination

CRWA will provide project management services required to coordinate activities between Lake County, stakeholders, and subconsultant. CRWA will conduct bi-weekly meetings internally to ensure the project goals and schedule align with the County of Lake's goals and expectations. CRWA's administrative support staff will track project hours, invoices, and billing, and submit invoices, financials, and quarterly progress reports to the County of Lake for grant reporting. CRWA will host up to 6 virtual update meetings with the client via Microsoft Teams or Zoom throughout the course of the project.

Task 2 – Storm Water Management Plan

CRWA will develop a SWMP utilizing information gathered from various sources including the NWQI Source Water Protection Plan developed by CRWA in 2023, which focused on agricultural/forested nonpoint sources and nutrient reduction to protect drinking water sources specific to the Clear Lake Basin. Additional information will be gathered from the community about localized storm water issues with an emphasis on water quality impacts and erosion locations.

CRWA will conduct site visits to identify and prioritize specific locations for future development of storm water quality improvement projects. CRWA will use existing information and target a limited number of priority project types such as structural BMPs, erosion reduction, storm water retention, groundwater recharge, and storage and reuse to identify prospective project sites.

CRWA will summarize water quality characteristics and infrastructure challenges and note property information and permitting required for each location (estimated at 6 initial demonstration projects). Potential size, scope, and nonpoint source storm water improvement estimates for each potential project site and project type(s) will be included in this task. A methodology will be developed that can be applied for identifying and prioritizing additional projects on a county-wide basis in future phases.

CRWA will ensure that the plan contains existing information including maps, data, and reports, as well as potential project descriptions needed for the County of Lake to easily adopt and incorporate during implementation. Lake County will assist in defining the study area, associated watersheds, and availability of relevant data.

SWMP services will include:

1. A plan outline, highlighting information gaps needed to complete the plan.
2. A summary database of stakeholders identified for nonpoint source storm water management in Lake County.
3. Review and assessment of existing watershed maps and related storm water infrastructure information to support development of the Plan.
4. A summary of all the components of the plan so stakeholders can understand and anticipate the contents and full scope of the identified projects, should the plan be implemented.
5. Present the draft plan and final plan publicly with County of Lake staff in public meetings, in-person or virtually to garner feedback from stakeholders and the public. Review of the plan development process will be included in the plan and public outreach presentation.
6. CEQA compliance is not anticipated but CEQA compliance needs will be identified in the SWMP for priority projects.
7. Identification of needs for acquisition, rights-of-access, easement, or tribal consultation requirements will be identified but no effort to attain any acquisition, rights-of-access, easements, or tribal consultation is included in this scope of services for priority projects in the SWMP.
8. CRWA will provide a GIS Technician to Compile GIS database layers and create base maps for the SWMP.

Task Deliverables:

- ***Lake County Watershed-Based Nonpoint Source Storm Water Management Plan - Draft (1 pdf emailed to the Client) Draft includes 1 round of comments from stakeholder feedback.***
- ***Lake County Watershed-Based Nonpoint Source Storm Water Management Plan - Final (1 pdf emailed to the Client)***

Task 3 – Community Engagement

A key component in the planning is engaging the community members in the process. CRWA will attend up to 2 community outreach events/meetings in person and up to 2 additional meetings virtually to support the project. CRWA will provide high-level information to the Website Designer to develop a community engagement website dedicated to information sharing for the SWMP project.

Information provided by CRWA to the Website Designer will include:

- Project files
- Contact information
- Documents to reference
- Information gathered, used, and produced as part of the plan development.

- Announcements about upcoming meetings
- Key project information
- Upcoming meeting information
- Past meeting summaries
- Consultant will provide up to date information as necessary to keep the public informed about the project and as directed by the County of Lake.

The County of Lake will be responsible for defining the study area, providing relevant hydrology data and prior reports, and hiring a website developer and to host and maintain the website during the interim period between any planning and implementation portions of the overall project.

Task Deliverables:

- ***Information delivered via email to the Website Designer and/or Client to develop the engagement website as outlined above.***

Item B – Schedule:

The project under Task Order COL-02 estimated schedule is as follows:

Task No.	Task Name	Schedule/ Duration
Task 1	Project Management and Coordination	Ongoing
Task 2 – Storm Water Management Plan (SWMP)		
Task 2.1	Plan Outline	3 months from agreement execution
Task 2.2	Summary of Stakeholders	3 months from agreement execution
Task 2.3	Itemized summary of reports, maps, and data	4 months from agreement execution
Task 2.4	SWMP (Draft Submittal)	10 months from agreement execution
Task 2.5	Draft Plan Presentation	Within 2 weeks of Task 2.4 completion
Task 2.6	SWMP (Final Submittal)	12 months from agreement execution
Task 3	Community Engagement	Quarterly

Item C – Budget:

CRWA may, as the project requires, shift budgets from line items, the budget is based on time and materials, not to exceed \$88,745 based on the following task budgets:

Task No.	Task Name	Budget
Task 1	Project Management	\$9,000
Task 2	SWMP	\$74,085
Task 3	Community Engagement	\$5,660

All other terms and conditions of the referenced Professional Services Agreement remain unchanged.

For CRWA:
California Rural Water Association

By:  _____

Date: Deputy Director _____

For Client:
Lake County Watershed Protection District

By: _____

Date: _____